



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)

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CFAC Committee:

Chairman:

Bill Brower

Members:

Robert Ciolek
Laura Cronin
Stanley Hodkinson
Ralph Krau
Henry McClean
Tom Michael

Staff Liaison:

Mark Milne

Councilor Liaison:

Richard Barry
James Munafo Jr.

CFAC MEETING MINUTES

10.18.10

7:00 PM

Growth Management Conference Room

CFAC Members Present: Bill Brower, Robert Ciolek, Ralph Krau, Laura Cronin, Stanley Hodkinson, Henry McClean

CFAC Members Absent: Tom Michael

Councilors Present: None

Staff Present: Mark Milne - Finance Director, Deb Childs - Finance/Budget Analyst

1. Call to Order

Upon a quorum duly present, Bill Brower called the CFAC meeting to order at 7:00 PM in the Growth Management Conference Room.

2. Act on Minutes

Motion made and accepted to approve the minutes of 09.07.10.

Vote: Unanimous

3. Chairman, Staff & Councilor Comments

Bill B. inquired about the status of the recommended updates to the financial section of the Administrative Code.

Mark replied that although the Town Manager has the authority to approve.

He has chosen to conduct a public hearing to solicit public comment in regard to the changes. Mark thinks that is likely to occur in the next 30 days.

4. Old Business

Clean Water Protection

All but one of the “roadshows” has been held. The last is scheduled for Oct. 28th. Turnout has been poor to good with an estimate of a minimum of 18 and a maximum of 50. Bob C. thinks all but the first were productive discussions with good question and answer sessions.

Laura C. commented that having Mark Ells, Mark Milne, and Phil Boudreau in attendance was very helpful.

Mark M. indicated the Town is trying to schedule some programming to appear on CH. 18.

Ralph K. inquired about the proposed information brochure’s status?

Mark M. replied that a draft had been submitted to the State Ethic Commission for review. The brochures are part of an education process that should be continued for multiple years. They are designed to be educational pieces. If it is not published prior to the Nov. 2nd ballot questions, it will still be informative for the voters.

Revenue Enhancements / Cost Savings

Bill B. has exchanged emails with Council President Chirigotis as well as Councilor Farnham about setting up a workshop. Councilor Farnham has been in favor of a workshop but no response has been received yet from Council President Chirigotis of yet.

Ten Year Forecast

Mark continues to prepare the Ten Year Forecast. He anticipates completing the Ten Year Forecast for formal presentation to the Town Council at the November 4th joint meeting of the Town Council and School Committee.

5. New Business

Airport Capital Funding -

Bob C. raised some questions about an article in the newspaper that discussed the funding of the current Airport Capital projects.

Mark M. provided clarification of the three major projects.

1. The Air Traffic Control Tower is 100% funded by a Federal Grant. \$2 Million in advance to help with cash flows and \$6 million in total.
2. Reconstruction of new road is 95 % Airport Improvement Program funded from Airport reserves. 5% is local matching funds. The project is a \$5.38 M expense reimbursement project that has a fast turnaround.
3. New Terminal is mainly funded by a Massachusetts Dept. of Transportation (MDOT) grant, \$3.2 Million in Airport Reserves and a \$1.7 Million Long Term Bond. The MDOT has budgeted \$8.6 Million to reimburse us in FY11. Mark anticipates we may need to borrow on a temporary basis for cash flow purposes. At the end of the project the only commitment is the Long Term Bond that the Airport will payback from their Enterprise Fund revenue and not the General Fund.

Stan inquired about the status of the pending lawsuit concerning the construction?

Mark referred Stan to the Airport Commission.

Bob C. inquired about worst case scenario.

Mark replied that would be if the Airport could not pay back the loan payments but reassured that the Town Council has approval of the Airport's budget and would likely make that a priority and require cuts from other areas if that were the case.

Mark reminded the committee the Airport has approved a facility charge that's revenue is earmarked for capital projects. He notes the business plan was also very conservative.

Bob C. inquired about potential for losing grants?

Mark replied that is highly unlikely.

Bob C. commented he was not comfortable with the Town being subject to the Airport's debt in addition to the rest of the Town's other debt.

FY2012 CIP Budget -

Bill B. inquired about the status of the FY12 CIP Budget.

Mark M. responded that the information had been forwarded to Dept. heads with a deadline of the end of October. He recommended a sub committee be established to review the submitted requests. He also suggested they invite the various Dept. heads to a future meeting to discuss.

Bill B. requested volunteers. Stan H., Laura C., Bill B. and Henry M. volunteered.

FY2012 Operating Budget -

Bill B. inquired about the status of the FY12 Op Budget.

Mark replied the budget packets had been sent out last week. They are due at the end of December. The final is not due till April. Mark suggested the committee plan to have Dept. heads attend a future meeting to address the budget concerns.

Bill B. and Laura C. suggested following the same process as last year and have each Dept. head review the biggest challenges for their department.

Bob C. volunteered to compile a summary document as needed.

Bob C. inquired how the school budget was looking?

Mark M. responded it is consistent with last year's two year plan. The budget is well funded for 2012 but will see a funding cliff in 2013.

Laura C. commented she noted some under spending that was returned to the savings account.

Mark M. acknowledged that was part of the school's plan.

Ralph K. inquired about any plans for early retirement buyouts?

Mark M. indicated the school department does not have the authority to implement a plan similar to the state. However, they could offer a lump sum incentive. Mark anticipates they may not fill vacated positions due to retirements.

Bill B. inquired when would be best to have Superintendent Grenier attend a CFAC meeting?

Mark M. suggested February would probably be a good time as it is close to when she would be presenting the budget to the public.

Meeting adjourned at 7:45 p.m.

Next Meeting is scheduled for November 1, 2010.